



Minnesota Counties Computer Cooperative

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MCAPS Development Team Committee Minutes Conference Call May 5, 2011

Other members present:

Carrie Shea (Docutech) Andy Filo (Intertech)
Mark Theobald (Docutech) Kathy Eiler

Voting Counties present:

Carver	Kandiyohi	Rice	Winona
Crow Wing	McLeod	Roseau	
Freeborn	Olmsted	Sherburne	
Itasca	Polk	Swift	

The meeting was called to order at 1:04 PM.

1. Review minutes/Approve agenda

M/Dan Carlson, S/Lori Collins to approve the Agenda for this meeting.

M/Marilee Barrientos, S/Sara Reindal to approve the April 21, 2011, minutes.

2. Intertech Status Report

The iteration was completed on May 3 and focused on the functionality of the setup of application entities (person, organization, office staff, etc.). In addition, some functionality changes were done to the In Custody process. Some attempts were made at a couple of reports based on definitions and samples provided. Document assembly was started and time was spent on the design and this should be completed in the next iteration. The next iteration will focus on document assembly as well as creating some of the tools that will be used to make our lives easier, quick ways to do things, completing the reporting, adding e-mail functionality, changes based on feedback, and will finish up the initial “home screen” of the application.

3. Demo

The demonstration by Kathy and Carrie included the Settings tab (adding/editing Users, Office Personnel, Justice Organizations/person, Non-Justice Organizations/Persons, Persons), In Custody tab, and a sample of 3 reports have been created.

4. Case Characteristics

Due to time constraints at this meeting, this topic will be discussed at our next meeting.

5. Adjourn

M/Judy Korbl, S/Lori Collins to adjourn the meeting. The meeting was adjourned at 2:57 p.m. The next meeting will be held by telephone conference on May 19, 2011, at 1:00 p.m.

Minutes respectfully submitted by Rhea Grove, Polk County